

WEST END PARISH COUNCIL

**MINUTES OF THE POLICY & RESOURCES COMMITTEE MEETING
HELD ON WEDNESDAY 27TH MARCH 2019 AT 7.15 P.M.
IN WEST END PARISH CENTRE, CHAPEL ROAD
WEST END, SOUTHAMPTON**

**Present: Councillors J Asman
J Goguel
Collett – substituting for Councillor Clarke
R MacDonald
B Coles**

**In attendance: Mrs. L. Cooke, Clerk to the Council
S. Mockford, Deputy Clerk to the Councils
Mrs E Davies, Admin Officer**

Councillor Asman opened the meeting by thanking all Councillors and Staff present at the Annual Parish Assembly which was held on Monday 25th March 2019.

171/19/PR PUBLIC PARTICIPATION

There were no members of the public present.

172/19/PR DECLARATIONS OF INTERESTS

Members are invited to declare interests in relation to items of business on the agenda and the interest recorded under the relevant minute.

No declarations of interest were given.

173/19/PR APOLOGIES

Apologies were received and accepted from Councillors Clarke and Tennant.

174/19/PR MINUTES OF THE POLICY & RESOURCES MEETING HELD ON 27TH FEBRUARY 2019

The minutes of the Policy & Resources Committee meeting held on Wednesday 27th February 2019 were approved by full Council on 13th March 2019.

The minutes were signed as a true record of events by the Chairman.

175/19/PR MATTERS ARISING FROM MINUTES OF 27TH FEBRUARY 2019

With reference to Eastleigh Borough Council's 'Local First' project, Cllr Asman and Clerk to the Council attended a meeting on 28th February, the outcome of

which was reported by the Chairman to the Full Council meeting on 13th March. The following is a summary of the enforcement issues raised:-

Enforcement Area	# of groups	Notes
On Street Parking	5	Outside schools particularly an issue
Dog fouling	5	
Anti-social behaviour	4	
Fly-tipping	4	
Planning enforcement	3	BiFoHH area would give this far greater emphasis. Would like better feedback from enforcement. Mud on the road an issue.
Air quality	2	Lorry routing was also mentioned
Litter and rats	2	
Trees	1	
Noise	1	Out of hours was mentioned – currently no service in EBC but other measures can be taken – e.g. noise recording
Food hygiene	1	
Unauthorised encampments	1	Not on the original list as not technically enforcement. However as there are related issues this has been included.

Cllr Asman reported that it was a really useful and informative meeting and that we share many common problems with the Borough, particularly in relation to parking. The following actions came out of this meeting:

- Requirement to produce a draft report on the different options for an “Accredited Community Safety Officer Model”, ensuring parity of service between different parishes/towns. This is due to be completed by Easter 2019.
- Feedback on ideas to improve the partnership between the Borough and the Parishes/Towns.
- Sgt Moss will organise a tour of the Police Control room in Netley for anyone interested. Cllr Asman and the Clerk to the Council expressed interest. Cllr Collett went on a tour of the facilities last week and stated what a useful and informative visit it was.

176/19/PR **CORRESPONDENCE** to note (previously circulated to all Councillors)

1. Correspondence from HALC

- **March newsletter.** The issue of potential sanctions against councillors who behave in an inappropriate manor was brought up for discussion. The following is the extract from the newsletter on this issue:

“The Committee on Standards in Public life has issued a review following a public consultation, which was carried out last year. The purpose of the consultation was for the committee to assure themselves that the current framework is conducive to promoting and maintaining the standards expected by the public. The consultation identified some specific areas of concern, which was that although the vast majority of councillors and staff maintain the highest standards of conduct, there is a minority of councillors engaging in bullying or harassment, or other highly disruptive behaviour, and a small number of parish councils give rise to a disproportionate number of complaints about poor behaviour. The evidence suggested devolved arrangements should be retained, but that more robust safeguards are needed to strengthen a local determined system. The review makes a number of recommendations and best practice, some of which are specific to Parish and Town Councils

- Cllr Asman informed the group that no sanctions currently exist, outside of the elections process, and that the Consultation made suggestions as to what power the Council should have. It was also noted that Monitoring Officers are extremely overworked and consequently not as responsive as required. This issue will be brought forward to the main Full meeting when Standing Orders are considered.
- Hampshire Association of Local Councils. The Deputy Clerk attended the annual meeting and provided a verbal update. To note is the appointment of Dawn Hamblett in the position of Chief Executive.

178/19/PR PARISH CENTRE CAR PARKING

Deputy Clerk has now completed the tree planting plan and submitted this to Eastleigh Borough Council. Awaiting results.

179/19/PR PARISH CENTRE

1. Workshop

Nothing new to report.

2. Cafe

The Clerk reported that prices have been reviewed and are subject to a small increase commencing 1st April. A request was received from Little Owls Woodland Pre-School for a raffle prize. All agreed that a Café voucher of £10 be given. Regarding income from the café, this month will be the busiest month ever and it is likely that the £5000 barrier will be broken. The café is going from strength to strength and sales reflect this.

3. Anti-Social Behaviour

A new key entry system into the Parish building was fitted on 27th March 2017, replacing the push button. The cost of this was £122 plus VAT.

4. Parish Centre Clock

Damage to the clock was reported to the local police along with a photo of the culprit. The photo was circulated and it was thought that a positive ID was

made. Unfortunately this turned out not to be the case and the issue has now been filed by the police until further information transpires.

5. Public Toilets

Received a rates bill from Eastleigh Borough Council for £650 for the public toilets. This figure was not included in the budget as it was understood the public toilets would be exempt. Eastleigh Borough Council have advised that legislation is not yet in place for the exemption of public toilets from business rates. The Member of Parliament for Eastleigh will take up this issue.

6. Library

Local Guides and Brownies took part in national ‘Night in Library’ event on Saturday 9th March. They had hoped to be enough in number nationally, to be in the book of records but unfortunately fell short.

180/19/PR FIRE STATION

Our solicitors have produced a Lease which was signed by the Chairman and the tenant. The new tenant is in place. Income generated from this should amount to approximately £7000 per annum. Regarding outstanding works, we will be getting quotes to move work forward in new financial year.

181/19/PR YOUTH FACILITY

Regarding outstanding works, we will be getting quotes to move work forward in new financial year. This will include quotes to replace the boiler and upgrades to the toilets. The youth club have said that they will use some of their fundraising money to upgrade the tuck shop. A provisional date of 6th May will see a visit from a mobile farm at Moorgreen Recreation Ground.

182/19/PR TOWNHILL FARM COMMUNITY CENTRE

General

Regarding outstanding works, we will be getting quotes to move work forward in new financial year. This will include repairs to the roof, outside painting and fixing of the patio doors.

On Wednesday 27th March we received a complaint from a member of staff at the pre-school, regarding a martial arts group that occupy the same building. The complaint centred on the martial arts group’s method of teaching children to disarm potential gun or knife wielding opponents. This was brought to the complainer’s attention as a child attends both the pre-school and the martial arts group. It was agreed that a members of the martial arts group be invited into the office to discuss the issue. The results of this discussion will be brought up at the next meeting.

Townhill Farm Ltd.

Cllr Goguel reported that, after the heavy rain a month ago, the car park was badly flooded. When the water receded Cllr Goguel had a look at the drains in

the affected area. They seemed to be completely blocked by a mixture of silt and leaves. Cllr Goguel asked Julia Birt to investigating this issue, as this is a private road.

183/19/PR HILLDENE COMMUNITY CENTRE

With reference to the car park, £33,877.75 has been received from HEWEB. Harris Surfacing will be undertaking this work week commencing 6th April. Total cost is £35,400 which gives a shortfall of £1,533.25. Julia Birt will look into how this shortfall can be made up. Cllr Goguel gave an update from a meeting on 8th regarding the resurfacing. The back section is to be replaced first. No parking will be allowed during the duration of the works as the entire section is to be dug out before being relayed. The smaller gate will be open for any hall bookings and cars related to these bookings can park at the church. The invoice for this project will come to the Parish, not directly to the centre.

The Clerk produced a copy of the Lease, for discussion. As the lease is not a formal one, it can be signed between the Parish and Hilldene, in the absence of a solicitor. Cllr Coles raised the issue of potential changes to the agreement. It was agreed that there is need of an addendum to the Lease to include wording that allows for any changes that might need to be made. The Clerk to the Council will make this addition to the document and agree new wording with Cllr Asman.

Cllr Collett requested that we ask to receive a copy of the annual certification for the utilities in the building. As the owner we could be liable for any issues.

A revaluation of the building will take place in the new financial year.

184/19/PR MONTHLY ACCOUNTS

The Financial Statements and list of payments for February 2019 were previously circulated to Councillors. The list of payments are attached as an appendix to these minutes.

Expenditure over £500 (excluding salaries/pensions/NI/utility bills/rates etc.) during February:

Amount	Organisation	Details of payment
£525	Ex-resident	Refund of pre-purchased graves
£1492.57	Gaskins	Service on mowers
£500	WE Local History Society	Annual Grant
£641	EBC	Business Rates 18/19 – toilets.

Credit card payments:

No credit card payments in February.

The Clerk to the Council presented the Community and Infrastructure Priorities list. This will be discussed further at the next meeting.

Councillor Macdonald proposed and Councillor Goguel seconded that it be resolved that the financial statements for February be approved. The Committee agreed unanimously.

185/19/PR NEWSLETTER

PB/WEPC community grants were awarded at the Annual Parish Assembly on 25th March 2019. A breakdown of the individual awards granted is as follows:

APPLICANT	AWARD
MENCAP	£242
HILLDENE COMMUNITY ASSOCIATION	£252
ST JAMES WEST END LUNCH CLUB	£265
ST JAMES CHURCH STAY & PLAY TODDLER GROUP	£115
WEST END LOCAL HISTORY SOCIETY	£232
FRIENDS OF WEST END COPSE	£257
WEST END PRE-SCHOOL	£238
ST JAMES' SCHOOL ASSOCIATION	£268
HATCH GRANGE WI	£188
HANNAH CHAMBERLAIN FOUNDATION	£192
BRENDON CARE	£264
10 TH ITCHEN NORTH SCOUT GROUP	£248
WEGGA	£237

An email was received from a resident in response to the front page article on dog fouling in the February edition of the newsletter. Although some members present felt the article was quite a negative piece to put on the front page, Cllr Asman reminded everyone that this has been an issue for a substantial amount of time and a more bold approach was deemed necessary. Cllr Asman reported that Groundsmen now have to carry dog waste bags around with them and often receive abuse as a result of offering the bags. Cllr Goguel asked about the number of dog wardens working in the Borough. There is only one dog warden covering the whole of Eastleigh Borough. The Clerk to the Council will reply to the complaint letter to report that the matter had been discussed at length and that we have listened to her comments and hope to report this issue in a more positive light in the next version of the Newsletter.

As noted at the last meeting, the next edition of the Newsletter will be in May after the Annual General Meeting. This will also be delivered in house along with the Carnival brochure. A proposed idea for content in the next issue is to include an introduction to the Councillors – with a photo and a piece on their aspirations. Further suggestions for content are to be brought to the next meeting.

186/19/PR COUNCILLOR TRAINING

As agreed at the last meeting, Councillor training will be discussed after the Parish Council election on 2nd May. In the meantime the Clerk to the Council will

book 2 spaces on the next Core Skills course. These can be cancelled if necessary or further places added.

187/19/PR **DATE OF NEXT MEETING**

Wednesday 24th April 2019 at 7.15pm

188/19/PR **EXEMPT BUSINESS**

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, the Council resolve that the public and press be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

There was no exempt business to discuss.

The meeting closed at 8.24 p.m.

DRAFT

APPENDIX TO MINUTES OF THE POLICY & RESOURCES COMMITTEE
MEETING HELD ON WEDNESDAY 27TH MARCH 2019

DRAFT